

# MOJA ARTS FESTIVAL VENDOR'S APPLICATION & POLICY

Please read this vendor application carefully. If your application is accepted, a fully executed copy of the agreement will be forwarded to you with your vendor's permit.

**THE MOJA ARTS FESTIVAL IS THE EXCLUSIVE BEVERAGE DISPENSER AT ALL FESTIVAL EVENTS. NO VENDOR MAY SELL BEVERAGES OF ANY DESCRIPTION INCLUDING WATER. IN ADDITION, MOJA ARTS FESTIVAL WILL BE THE SOLE VENDOR OF T-SHIRTS, SWEATSHIRTS AND POSTERS AT ALL MOJA FESTIVAL EVENTS.**

Applications will be considered in the order they are received. If your application is not accepted, your total fee will be refunded. For additional information, please contact Elise Amos-Goodwin at (843) 724-7305. **All vendors are required to have a City of Charleston business license. Please contact Business License at (843) 724-3711 at least three (3) weeks prior to the festival event(s) at which you plan to participate.**

**WE RESERVE THE RIGHT TO LIMIT DUPLICATION OF VENDORS WITH SIMILAR WARES.**

1. As a participant, you will be assigned a ground space of 10' X 10', 10' X 15' or 10' X 20'. Your display, food preparation and selling area must be contained within this space. Space will be allocated at the discretion of the festival's Vendor Coordinator. Vendors in need of additional space must submit a written request to the Coordinator.

2. You must provide your own display or set-up equipment. Tables and chairs will not be provided. It is suggested that you bring a source of lighting for your setup. Any vendor selling CD's must have a headset for consumers to sample music. **AMPLIFIED MUSIC WILL NOT BE ALLOWED BY VENDORS.**

3. Set-up and sale times at Festival events are listed below:

## **FRIDAY, SEPTEMBER 26, 2008**

### **MOJA OPENING - REGGAE BLOCK DANCE**

(Behind U.S. Custom House/Concord Street)

5:00 pm - SETUP TIME

6:00 pm - 12:00 Midnight – SALES

**VENDOR'S FEE – 10'X10'- \$150.00- Merchandise Only**

**10'X15' thru 10'X20'- \$200.00- Food or Merchandise**

**NO VEHICLES OR SET UP OVER 10'X20' WILL BE ALLOWED**

## **SATURDAY, SEPTEMBER 27, 2008**

### **HERITAGE DAY**

Hampton Park (30 Mary Murray Blvd)

10:00 am - SETUP TIME

11:00 am - 5:30 PM - SALES

**VENDOR'S FEE – 10'X10'- \$150.00 – Merchandise Only**

**10'X15' thru 10'X20'- \$200.00 – Food or Merchandise**

## **SUNDAY, OCTOBER 5, 2008**

### **FINALE**

Hampton Park (30 Mary Murray Blvd)

2:30 pm - SETUP TIME

3:00 pm - 9:30 PM - SALES

**VENDOR'S FEE – 10'X10'- \$150.00 – Merchandise Only**

**10'X15' thru 10'X20'- \$200.00 – Food or Merchandise**

**SPECIAL PACKAGE DEAL: BLOCK DANCE, HERITAGE DAY AND FINALE:**

**10' X 10'- \$400.00, 10' X 15' – 10' X 20' - \$550.00**

**MOJA ARTS FESTIVAL VENDOR'S AGREEMENT**

Please complete the following application, enclose a certified check or money order made payable to The City of Charleston/MOJA to cover vendor fees, attach a copy of your City of Charleston Business License and return same to: MOJA Arts Festival, 180 Meeting Street, Suite 200, Charleston, SC 29401, Attn: Vendor Coordinator. (PLEASE NO PERSONAL CHECKS). **If you wish to bring in your application, please call for an appointment - 843-724-7305. Deadline for all applications is September 12, 2008.**

Name of Business: \_\_\_\_\_

Contact Person (s): \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Bus. ( ) \_\_\_\_\_ Res. ( ) \_\_\_\_\_ Cell \_\_\_\_\_

Tent Size: 10' X 10' \_\_\_\_\_ 10' X 15' \_\_\_\_\_ 10' X 20' \_\_\_\_\_

Trailer dimensions: \_\_\_\_\_

**PROPOSED ITEMS FOR SALE (PLEASE LIST ITEMS AND PRICES)**

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

I wish to participate in the MOJA Arts Festival as a vendor. I have indicated below the events at which I will be vending and have enclosed my vendor's fees in certified funds. By signing this Agreement, I consent to the rules and guidelines stated herein and further attest that I have received no promises regarding guaranteed income or placement, oral or written other than stated herein. **I have also attached a copy of my City of Charleston Business License and understand that my participation as a food vendor is governed by the Food Service at Special Events DHEC guidelines.**

**OPENING BLOCK DANCE (\$150.00-\$200.00)** \_\_\_\_\_

**HERITAGE DAY (\$150.00-\$200.00)** \_\_\_\_\_

**FINALE (\$150.00-\$200.00)** \_\_\_\_\_

**BLOCK DANCE, HERITAGE DAY AND FINALE (\$400.00-\$550.00)** \_\_\_\_\_

\_\_\_\_\_  
**APPLICANT'S SIGNATURE**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Elease Amos-Goodwin**  
**MOJA Program Coordinator**

\_\_\_\_\_  
**Date**

\_\_\_\_\_

\_\_\_\_\_

# **MOJA ARTS FESTIVAL 2008 VENDOR APPLICATION**

**Please note our address:**

**180 Meeting Street, Suite 200**

**(First Citizens Bank Bldg. – Meeting Street @ South Market St.)**

**If you wish to hand deliver your application, please call for an appointment- 843-724-7305.**